



CALIFORNIA STATE CONTROLLER BETTY T. YEE

Unclaimed Property Division 2018 Fall Newsletter for Holders

Optimizing Owner Reunification

In Fiscal Year 2016-17, the California State Controller and holders of unclaimed property made it possible to reunite owners with 613,889 properties valued at more than \$313 million. The Controller's team also mailed more than one million notices to owners. However, millions more properties are transferred every year.

To support reunification efforts, it is important for holders to report all available owner information on the unclaimed property owner details list using either [reporting software](#) or, if fewer than 10 properties, the Owner Details List ([UDS-1](#)). Complete owner information makes it easier for the Controller's team to find people, and it reduces the need for additional holder contact after property is transferred to the state government. Reporting the information listed below will facilitate the State Controller's efforts to reunite owners with property.

- The owner's last known address, even if it may not be viable
- Date(s) of birth and date(s) of death
- Beneficiary information, even if the owner is not yet deceased
- The owner's social security number (SSN) or, if the owner is a business entity, a Federal Employer Identification Number (FEIN)
- Payer and payee names and addresses (if known) when reporting negotiable instruments such as a cashier's check
- Any other information relevant to the owner or property, such as an email address or driver license number

To find out if the State Controller is protecting unclaimed property belonging to you, your family, or your organization, go to claimit.ca.gov.

The Outreach and Compliance Unit (OCU) will host several webinars for holders over the next reporting cycle. Register [here](#) to receive updates with webinar details and other outreach information as it becomes available.

Holder Notice Report Checklist

The holder notice report is due annually before November 1, or May 1 for life insurance companies. Use the following checklist when preparing your upcoming report.

- ☐ Include a completed and signed Universal Holder Face Sheet ([UFS-1](#)). For assistance, refer to the [video tutorial](#). The contact information in Section B must be the holder's information and not the holder's agent information.
- ☐ List all property owners on an electronic file burned to a disc (free software available [here](#)). Only submit properties on the Owner Details List ([UDS-1](#)) when reporting fewer than 10 properties.
- ☐ Save a copy of the complete report for your records and mail all components in one package using a secure and trackable method.

For more detailed information, refer to the [Four Steps to Completing the Holder Notice Report](#) fact sheet and the [Holder Handbook](#).



Ask an Analyst

Do you have a question about reporting unclaimed property? We want to hear from you! Submit questions to UPDHolderOutreach@sco.ca.gov.

Q: Our customers open Certificate of Deposit (CD) accounts and set them up to automatically renew. However, some customers do not contact us after opening the CD. Does the owner-approved auto-renewal of the CD constitute activity for the purpose of determining dormancy?

A: No, automatic renewal will not restart the dormancy period. Automatic renewal of a CD is not an owner-initiated credit or debit transaction and, therefore, is not considered account activity for the purpose of determining dormancy.

A CD held by a banking organization escheats if, for more than three years after the maturity date, the owner has not:

- Increased or decreased the amount of the CD;
- Corresponded electronically or in writing with the holder concerning the CD; or
- Otherwise indicated an interest in the CD, as recorded in the holder's records.

CDs are not escheatable if the owner has another active deposit or account with the holder.

If you believe your situation is not covered by these general rules, or are uncertain if the property should be reported, contact the OCU.

UPDHolderOutreach@sco.ca.gov | (916) 464-6088

Did You Receive an Interest Billing Assessment?

California's Unclaimed Property Law ([Code of Civil Procedure \(CCP\) section 1500 et seq.](#)) requires the assessment of interest for failure to report, pay, or deliver unclaimed property on time. The State Controller cannot waive any interest for voluntary disclosure unless there is reasonable cause for the failure to report, pay, or deliver unclaimed property on time ([CCP section 1577](#)). For more information about reasonable cause, refer to [California Administrative Code section 1172.90](#).

There are three distinct circumstances in which the State Controller may assess interest.

Holder Notice Report Interest Assessment

- The Holder Notice Report was submitted late; and/or
- Properties on the Holder Notice Report should have been reported in an earlier year.

Holder Remit Report and Remittance Interest Assessments

- The complete Holder Remit Report was not filed; and/or
- Remittance was not paid within the time prescribed by law.

Late Property Remittance Interest Assessment

- The State Controller received remittance of property reported on the Holder Remit Report after the final due date.

For more information regarding interest billing assessments, contact the Financial Accountability and Compliance Unit.
1577Info@sco.ca.gov | (916) 464-6092

Upcoming Dates

Before November 1

Holder Notice Reports due

December 1 - 15

Life Insurance

Holder Remit Reports and Remittance due

We're Here to Help!

UPDHolderOutreach@sco.ca.gov | (916) 464-6088

The Outreach and Compliance Unit provides holder education and resources through one-on-one assistance, webinars, and speaking engagements. Visit the [events page](#) for up-to-date information or contact us for participation in your next event.

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